

2020-21 Central School RE-ENTRY PLAN



This plan has been developed in conjunction with the Central staff as well as guidelines provided by the Province of Alberta <https://www.alberta.ca/guidance-documents.aspx> and Horizon School Division <https://www.horizon.ab.ca/>

Category	AHS/ Horizon Recommendations	Central School Plan
<p>General Building Safety</p>	<ul style="list-style-type: none"> Schools must develop procedures that outline hand hygiene and cleaning requirements for schools and should address: Placement of hand sanitizer containing at least 60% alcohol content (or a non-alcohol-based hand sanitizer approved by Health Canada) in entrances, exits, classroom entrances, high-touch equipment such as microwave ovens and vending machines and other high traffic areas. 	<ul style="list-style-type: none"> All students must enter the school through their assigned doors(further details to be shared in advance of school start up). Social-distancing expectations are in-place which means that they must wait in line 6ft apart until they have sanitized their hands at the sanitization station at the entrance. This must be done EVERY TIME someone enters into the school. Staff may enter the school via other entrances, they are expected to use provided hand sanitizer as they enter the building and go into their classrooms. Upon sanitization, students will remove their “outdoor shoes” and place them on the assigned shoe rack. Then students will follow “one-way” traffic to enter their classrooms. Hand sanitizer stations will be at every classroom entrance. Students/ staff are expected to sanitize upon entry to the classroom. Students/ staff are expected to follow hallway guidelines of one-way traffic as indicated, physical distancing of 2 m is required and to not touch unnecessary surfaces. Staff and grade 4/5 students will use masks when unable to maintain social distance in the classroom as well as in all common areas of the school. If a student needs direct help at their desk or if students are working collaboratively, both parties will be required to wear masks. Alberta Education will be providing 2 re-usable masks per child. The school will have a limited supply of paper masks available when needed.

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		<ul style="list-style-type: none"> Sanitization supplies will be available in every classroom. Students will be required to sanitize their learning station prior to leaving the room if another student will be using that station. Due to cohorting, there are very few instances where this will happen.
Screening	<p>Schools must keep records of children's known pre-existing conditions. If a child develops symptoms that could be caused by either COVID-19 or by a known pre-existing condition (e.g., allergies), the child should be tested for COVID-19 to confirm that it is not the source of their symptoms before entering or returning to school.</p>	<ul style="list-style-type: none"> Secretary will keep a record of student symptoms when parents call-in. We will have on record any prior medical conditions. Staff who receive notice of student illness from a parent will send it to the office so all information is coordinated. Families will be provided with a copy of the screening tool with the expectation that it will be completed on a daily basis.
Cohorting	<p>A cohort is defined as a group of students and staff who remain together. The size of the cohort will depend on the physical space of the classroom or learning setting. At least 2 metres of physical space, where possible, should be maintained between desks.</p> <p>All teachers must ensure students have assigned seating</p>	<ul style="list-style-type: none"> Students will remain with their classroom teacher(s) throughout most of the day. Classes have been cohorted in order to maintain physical distancing. Students should physically distance as much as possible, grade 4 and 5 students should wear masks under circumstances where the ability to physically distance is limited. Assigned seating will occur in all classrooms.
Drop-off/ Pick-up expectations	<p>Schools must develop procedures for drop-off/pick up that support physical distancing where possible of 2 metres between all persons (except household members).</p>	<ul style="list-style-type: none"> Students will line up at their assigned doors to enter the school. Staff will stagger entry for students into the school. Students will exit their busses and walk to their assigned door awaiting a staff member to let them into the building.

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	<p>Schools should consider staggering the start and end of the school day to reduce the number of students in hallways and common areas:</p> <ul style="list-style-type: none"> • Upon arrival of school students should remain on buses until they are signaled to disembark by school staff • Reduce unnecessary time student spend at school before and after classes • Reduce usage of communal gathering areas 	<ul style="list-style-type: none"> • Grade 4 and 5 students will be required to wear a mask if they are riding a bus. K-3 students are not required to mask according to the provincial government. K-3 students can mask if they choose. • If a student is being picked-up from the school, we ask that parents call the office to notify that they have arrived and the student will be informed and signed out at the office. • When students are dropped off during school hours, we ask that parents phone the school to provide information as to why the student is late so it can be recorded. The student should sanitize when they enter and report to the office that they are present. • Dismissal time will be staggered for cohort groups at the end of the day. Classes will exit the building, physically distanced through their assigned doors, one group at a time, under staff supervision. • If students are arriving late to school they must check in at the office immediately upon arrival so they can properly sanitize their hands before joining their classmates. • Bus students will be expected to physically distance while waiting to board their bus.
<p>Expectations for visitors and other service providers entering the school</p>	<p>The public should not enter the school if they are ill. Parents/guardians can attend the school if they are required.</p> <ul style="list-style-type: none"> • When a visitor enters the school they should be asked to use the self screening tool (see Appendix C) before they enter the school. • If a visitor answers YES to any of the questions, the individual must 	<ul style="list-style-type: none"> • All visitors & service providers to the school should make an appointment prior to coming whenever possible. Upon entering, everyone must sanitize at the entrance station & check into the office. The secretary will record this information. Visitors & service providers must also report when they are leaving. • Visitors will be screened at the office, mask usage in common areas such as hallways are mandatory for all visitors. • There will be limited access to areas of the school, students will be called to the office if they are needed

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	not be admitted into the school.	<p>by a parent.</p> <ul style="list-style-type: none"> Visitors to the school are required to use only the East entrance at the main office, all other doors will be locked during the school day.
Expectations for shared use equipment	Equipment that must be shared must be cleaned and disinfected before and after each use.	<ul style="list-style-type: none"> Where possible, students will have individual items such as math manipulatives and other learning tools in personal baskets or ziplock bags. PE will occur in a cohort model(individual classes) equipment will be cleaned/disinfected before and after use.
Risk mitigation for high traffic areas in school facilities	<p>Schools should institute controls to promote physical distancing between all attendees in areas in and outside of the classroom, including hallways, washrooms,and common areas.</p> <p>Grade 4 and 5 students and staff must wear masks in common areas.</p>	<ul style="list-style-type: none"> Staggered breaks & lunch times have been implemented to reduce the number of students in the hallways. There will be staggered dismissal times at the end of the day. Grade 4 and 5 students and staff MUST wear masks in common areas such as halls, bathrooms Bathroom capacities will be limited Cohorts will have assigned washrooms and will be encouraged to use only their assigned washroom
Auxiliary Spaces	<p>Gymnasiums can be used to deliver physical education programming.</p> <p>When possible physical education should be done outside instead of inside as the risk of transmission is more likely to occur indoors rather than outdoors.</p> <p>Administrators and teachers should choose activities or sports that support physical distancing (e.g. badminton over wrestling).</p>	<ul style="list-style-type: none"> When possible, PE classes will be held outdoors. The PE curriculum will be adjusted to meet health requirements. Teachers will plan physical activities that do not include a lot of physical interactions. All equipment will be sanitized prior to use and after use. Plans for large school celebrations/ gatherings will be put on hold until AHS has permitted larger gatherings.. The Learning Common/library will be used on a limited basis.High-touch surface areas will be disinfected prior to and after each classroom cohort uses the space.

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	<p>School assemblies or other large gatherings (e.g., concerts or dances) should be avoided virtual options should be offered instead of in person gatherings.</p>	
Lunch Breaks/ recess	<ul style="list-style-type: none">● If a school is using a common lunchroom and staggering lunch times, ensure that cleaned and disinfected after each use all surfaces of the tables and chairs (including the underneath edge of the chair seat) are cleaned and disinfected after each use.● Dispense cutlery, napkins and other items to students/children, rather than allowing them to pick up their own items.● Remove/rearrange dining tables to maintain physical distancing.	<ul style="list-style-type: none">● For the purposes of recess and lunch breaks cohorts will be the Kindergarten to grade 3 group and a separate cohort including grade 4 and 5 students. For example, the K-3 cohort will have morning recess at 9:45am until 10am, the grade 4 and 5 cohort will have morning recess from 10:10am until 10:25am.● Lunch for K-3 will occur from 12:00-12:15pm.● Lunch for grades 4 and 5 will occur from 12:15-12:30pm.● All students will eat in their classrooms with their classroom teacher.● Handwashing and sanitizing will occur prior to eating snacks or lunch. Disinfecting supplies will be available. Tables/desks will be sanitized after eating.● Social-distancing protocols will be encouraged during lunch breaks.● No microwaves will be available for students to heat food. Please use alternative forms of food or containers that retain heat.
Responding to Illness	<p>Schools should develop procedures to address staff/ students that become symptomatic during the school day to allow that staff member or student to isolate/leave the school for the time.</p>	<ul style="list-style-type: none">● If a student is showing a symptom, they will be removed from the classroom and provided with a mask(where applicable). The family will be notified and it will be requested that the student is picked-up and testing for COVID-19 is recommended.● If a staff member becomes ill during the day, a substitute teacher may be dispatched to come in. Healthy staff members may supervise the class so that

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	<p>Once a sick individual has left the school, clean and disinfect all surfaces, items, and areas with which they may have come into contact.</p> <p>Dispose of one-time PPE equipment such as gloves and disinfect reusable PPE such as protective eyewear and restock emergency kit.</p>	<p>the ill teacher can go home and isolate. Staff will be permitted to return when deemed safe to do so depending upon the circumstance.</p> <ul style="list-style-type: none"> • All areas where the sick individual was, will be sanitized. All disposable PPE will be discarded. • Those who had contact will be asked to wash hands thoroughly & sanitize.
<p>In-person learning</p>	<p>Schools should develop procedures and plans for in-person learning that supports physical distancing (2 metres), where possible, and to separate cohorts to the greatest extent possible.</p> <p>If two or more people from different cohorts are required to come within 2 metres of one another for the purposes of instruction, practice or undertaking examinations, additional protections must be instituted such as engineering controls (such as plexiglas barriers or partitions) administrative controls (adapting the activity to minimize or eliminate close contacts) or use of masks for grade 4 and 5 students.</p>	<ul style="list-style-type: none"> • During the school day, individual classes will remain together for all subjects. There will be no mixing of classes inside the school during learning times. • Students who have to stay home due to symptoms will be provided with alternative learning opportunities that can occur at home by their teacher. • Parents who opt for at home learning in lieu of in-person learning will be assisted by the school with homeschooling options. • all students ages 6-16 are required by law to be registered with a school. Please consult with us if you are considering at home learning or homeschooling. We can provide you with the appropriate options.
<p>Nutrition Program</p>	<p>No activities that involve the sharing of food between students or staff should occur.</p>	<ul style="list-style-type: none"> • We will be offering light snacks including yogurt, cheese strings, sliced apple/oranges to students this year. Portions will be individualized and served by our

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	<p>For classroom meals and snacks:</p> <ul style="list-style-type: none">● No self-serve or family-style meal service. Instead, switch pre-packaged meals or meals served by designated staff.● Ensure that food-handling staff practice meticulous hand hygiene and are excluded from work if they are symptomatic.● There should be no common food items (e.g., salt and pepper shakers, ketchup).● Utensils should be used to serve food items (not fingers).● Dispense cutlery, napkins and other items to students/children, rather than allowing them to pick up their own items.	<p>food service staff member. (not buffet style)</p> <ul style="list-style-type: none">● A support staff member will oversee the program in the kitchen. Gloves and proper sanitation protocols will be in place.● Snacks will be brought to each classroom first thing in the morning. The staff member will hand out the snacks. Students will not be able to take.● Utensils will be provided to students by a staff member when required.
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